

**HOUSING AUTHORITY OF THE TOWN OF MANSFIELD**  
**REGULAR MEETING MINUTES**  
Housing Authority Office  
December 17, 2009  
8:00 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice President; Mr. Eddy; Secretary and Treasurer; Ms Hall, Assistant Treasurer; Ms Christison-Lagay Commissioner; and Ms Fields, Executive Director.

The meeting was called to order at 8:10 a.m. by the Chairperson.

**MINUTES**

The Chairperson declared the acceptance of the minutes of the November 12, 2009 Regular Meeting without objection.

**COMMENTS FROM THE PUBLIC**

A Section 8 Landlord sent Ms Vangsness, the Section 8 Coordinator, a thank you note for the "terrific job" she did and for going "above and beyond" to help get the Section 8 participant leased in her unit. Ms Fields acknowledged that Ms Vangsness does an exceptional job and is well supported by the other staff in the office.

**COMMUNICATIONS**

Ms Rychling has requested that the Housing Authority provide her with a reserved parking space that is no more than 60 feet from her door. Because this request would require, among other things, a change in policy, a means of enforcement and signage costs it was suggested that it be placed on the agenda as a New Business item. Ms Fields will inform Ms Rychling, in writing, that due to the nature of her request, it will be placed on the agenda of the next Regular Board Meeting.

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to place this on the agenda as a New Business item for the next Regular Board Meeting. Motion approved unanimously.

**REPORTS OF THE DIRECTOR**

**Bills**

A motion was made by Ms Christison-Lagay and seconded by Mr. Eddy to accept the November 2009 Bills. Motion approved unanimously.

**Financial Reports –A (General)**

A motion was made by Mr. Simonsen and seconded by Ms Hall to accept the October 2009 Financial Reports. Motion approved unanimously.

**Financial Report-B (Section 8 Statistical Report)**

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to accept the October 2009 Section 8 Statistical Report. Motion approved unanimously.

## **REPORT FROM TENANT REPRESENTATIVE**

### **Resident Advisory Committee**

Mr. Eddy sent out a memo to the residents of Wright's Village suggesting that a Resident Advisory Committee be formed. It would be a forum to bring ideas, complaints, or suggestions to the Housing Authority. Mr. Eddy reported that he received three responses. Mr Eddy will proceed with the three interested parties to create the forum and will hold the first meeting in January 2010.

### **Bulky Waste Issues**

Mr. Eddy reported that residents continue to leave bulky waste items at the trash sheds or in the breezeways. Since they are not identified as belonging to anyone specific, the Housing Authority is absorbing the cost of disposal. The current policy states that residents are to call the office if they have bulky waste and the Housing Authority will take the bulky waste to the transfer station free of charge and will only charge the resident that sum which is charged to the Housing Authority for disposal. Mr. Eddy agreed to set up a meeting of the Resident Advisory Committee in January and attempt to come up with a suggestion from the committee as to how they would like to see this matter handled.

## **COMMITTEE REPORTS**

### **Finance Committee**

Ms Fields reported that the CD's are up for renewal and after lengthy discussion, Ms Fields agreed to investigate some additional options and rates and make the final recommendation via email to the Board Members.

## **UNFINISHED BUSINESS**

### **Storage at Holinko Estates**

Ms Fields completed the annual fire inspection with the Fire Marshal's office at Holinko Estates. A request was made by Mr. Raiola that Ms. Fields discuss with the Board a plan to manage the storage area that would reduce or eliminate combustible material in the area. After some discussion regarding a plan to manage it, it was suggested that the storage might also be eliminated entirely. The Board agreed that a new policy was needed and that it would require a more lengthy discussion than time permitted. It will be further addressed at the next Regular Meeting.

### **Security Deposit Guarantee Program**

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve the HUD Section 8 Security Deposit Guarantee Program Policy with changes. Motion approved unanimously.

## **NEW BUSINESS**

### **Solar Panel Application**

Ms Fields received an email from Connecticut Clean Energy stating that they were now ready to review the Housing Authorities application which was submitted to them via Sunlight Solar. They asked for a response by January 31, 2010 if the Housing Authority is still interested. Ms Fields will respond to Connecticut Clean Energy that the Housing Authority is still interested and will reiterate that the application be ascribed to the Mansfield Housing Authority and not to the Town of Mansfield.

### **OTHER BUSINESS**

Mr. Simonsen suggested that a survey be distributed to the residents of Wrights Village to get their perceptions of service quality and any suggestions they may have for improvements. Mr. Simonsen suggested that Mr. Eddy discuss the survey at the Resident Advisory Committee meeting in January, and ask for suggestions on specific items or questions they would like to see on the survey.

Ms Christison-Lagay asked that the January Regular Meeting be changed from January 21, 2010 to January 26, 2010. Ms Fields will send the change to the "Public Notices" email at the town to be posted.

### **ADJOURNMENT**

The Chairperson declared the meeting adjourned at 10:10 a.m.

---

Dexter Eddy, Secretary

**Approved:**

---

Richard Long, Chairperson